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T/IV/M-7  
24 February 1965

UNITED STATES INTELLIGENCE BOARD  
COMMITTEE ON DOCUMENTATION

TASK TEAM IV - INSTALLATIONS

Minutes of the Seventh Meeting, 18 February 1965

Members or Their Representatives Present

25X1 DIA - [ ] Chairman  
CIA - [ ]  
ARMY - Lt. Col. Clyde Mangold  
25X1 NSA - [ ]  
AIR FORCE - Mr. Frank Zahn, ACIC  
25X1 CSS - [ ] Secretary

Others Present

None

*agreed minutes*  
1. The Chairman opened the meeting by updating the team on the status of the DIA paper on methods of identifying missile installations and by calling for reports from the members on the status of the various working papers assigned at the last meeting. The Chairman then distributed his working paper on a functional classification code for designation and identification of installations. [ ] distributed his paper on the "and/or" aspects of UTM and grid coordinates. Lt. Col. Mangold distributed his paper on the difficulties confronting AMS in transferring to and using a new 2-character country code for both map and map-related documents.

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25X1 [ ] reported that his paper on naming and transliteration was finished and ready for distribution to the team members through appropriate channels. The Secretary reported that [ ] would be unable to attend this 25X1 meeting, that his "both sides" paper had been modified in light of recently acquired information, and that the paper would shortly be sent to all team members through appropriate channels. The Secretary agreed to ask 25X1 [ ] of the CODIB Support Staff to provide the full addresses 25X1 of all team members to [ ] and to [ ] to facilitate distribution.

2. Each paper was then discussed in some detail. [ ] 25X1 paper on a functional classification code was accepted as a team working paper, with the general appreciation that this was about the best device available at the moment, and that some improvements should be sought both before and after its adoption by the Community. Lt. Col. Mangold's paper on the AMS need for a long-term transitional phase for moving into a 25X1 *Country* *In Community use* Community Standard Code was accepted as a team working paper, [ ] paper on the "and/or" aspects of the UTM and grid coordinates was accepted by the team as a working paper with the understanding that the order of preference for standard references could be altered, and after some discussion of the reasons for and against entering coordinates to the minute, even though the reference document showed an error greater than a minute.

3. In the course of discussing the various papers, the team agreed that these should be considered as rough drafts created for team drafting use, and that these should not be distributed outside the team. During these discussions, the Chairman enunciated the general policy, which was

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endorsed promptly by all team members, that the team should adopt a general approach emphasizing a combination of reasonable<sup>ness</sup> and gradualism. This was explained to mean that team members should concentrate upon devising a format structure and content determination for Community use, upon standard procedures and criteria for using this format, and upon establishing open-ended entries within the format to permit maximum latitude for the local users in deciding the level of detail desired for the various entries.

4. Attention then turned to the approach to be used in drafting the preliminary team report, as well as its content and general structure. The Chairman again emphasized the advantages of moving briskly into the interim report which could be sent to CODIB for review and to all interested parties in the Community for informal comment and perhaps coordination. The Chairman indicated that drafting on any aspect by any team member would be welcome and that he would be glad to pull these and the working papers together and fill in any gaps with writing of his own. The team quickly agreed to this and to defer on any further working papers production until the two reports by [ ] and [ ] could be examined. The Chairman volunteered to start on a "very rough" draft to bring to the next meeting. The Secretary agreed to explode the Terms and to distribute them so that these, in conjunction with the Chairman's "rough draft," might be used at the next meeting to decide writing assignments among the team members.

5. It was agreed to await scheduling the next meeting until receipt of the working papers by [ ] The Chairman will notify [ ] of the CODIB Support Staff of the date for the next meeting, and she will notify the team members after making appropriate arrangements.

*for*

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Attachment

NOTES FOR THE SEVENTH MEETING OF TASK TEAM IV - INSTALLATIONS

25X1 1. As is customary, our first order of business is to consider the minutes of our meeting of 1 February 1965, prepared by our able secretary, [redacted]

2. At the last meeting, I volunteered to contribute a paper for today's meeting discussing a category code for examination and possible adoption by our team. The paper is now submitted and is open for consideration.

3. At the last meeting, Lt. Col. Mangold kindly agreed to give us a brief paper on the difficulties of AMS in using a 2-letter code for both maps and map-related documents, the need for a current exception, plus the endorsement in principle for a standard procedure in the Community. Let us now consider Lt. Col. Mangold's paper.

25X1 4. [redacted] at our last meeting, consented to produce a brief paper examining the "and/or" aspects of UTM and grid coordinates and it is appropriate at this time to review [redacted] contribution. 25X1

25X1 5. [redacted] volunteered to contribute a paper for today's meeting considering the naming and transliteration aspects of installation identification, informing the committee of the status of current NSA/CIA/DIA conversations in this important field of installations identification. 25X1 Let us now review [redacted] paper.

25X1 6. Although [redacted] was unable to attend our last meeting, a message from him informed the committee that his "both-sides" paper on methods of identifying missile installations was being coordinated within NPIC and that both he and the paper would be ready for today's meeting. Within DIA, the DIA position has now become official, and DIA negotiations with GMAIC and NPIC are now afoot. Let us examine [redacted] paper on the subject and hopefully, resolve the issue this morning. 25X1

7. Our good secretary has obtained CODIB guidance on the procedural point involved as to whether or not our Committee could shred out our team's conclusions on the matter of the naming of missile sites, through CODIB to USIB, previous to the completion of our interim report on the activities of our team as a whole. As I understand it, CODIB is not prepared to request that the matter not be surfaced as a separate issue but would prefer very much that the matter be resolved on a bilateral basis without reference to USIB. DIA shares the feelings of CODIB on this matter, and although fully prepared to submit the matter to USIB for resolution, if necessary, as a DIA action, hopes that such a course of action becomes unnecessary either as a team action or a DIA action.